



NATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JOHN F. SCHUNHOFF, Ph.D.
Acting Chief Deputy

313 North Figueroa Street, Room 806
Los Angeles, California 90012
TEL (213) 240-8117 • FAX (213) 975-1273

www.lapublichealth.org

BOARD OF SUPERVISORS

Gloria Molina
First District

Yvonne B. Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

February 6, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**ACCEPTANCE OF A NOTICE OF GRANT AWARD FOR THE REFUGEE HEALTH
ASSESSMENT PROGRAM**
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of Public Health, or his designee, to accept a Notice of Grant Award (NGA), No. 06-70-9460-1, Exhibit I, from the California Department of Health Services (CDHS)-Refugee Health Section (RHS) to support the Refugee Health Assessment Program (RHAP), effective October 1, 2006 through September 30, 2007, in the amount of \$1,070,000, contingent upon an annual appropriation of funds from the Federal Office of Refugee Resettlement (FORR).
2. Delegate authority to the Director of Public Health, or his designee, to accept subsequent NGAs materially similar to the RHAP award from CDHS-RHS for Federal Fiscal Years (FFY), 2007-08, 2008-09 and 2009-10, which allows for the increase or decrease of award up to 25% for each FFY base award, and is subject to review and approval by County Counsel, Chief Administrative Office and notification to the Board offices.
3. Delegate authority to the Director of Public Health, or his designee to accept amendments to the NGA from the CDHS-RHS for (FFY) 2006-07, 2007-08, 2008-09 and 2009-10, which do not exceed 25% of the base award for each project year, subject to review and approval by County Counsel, Chief Administrative Office and notification to the Board offices.

4. Authorize the Department of Public Health (DPH or Department) to transfer one Full Time Equivalent (FTE) Public Health Nurse item, previously allocated by the Department of Human Resources, from budget code 23537, (Refugee Preventive Health Program – which is no longer funded by CDHS-RHS) to budget code 23534 RHAP, for which the funding is available in the FY 2006-07 NGA for RHAP clinic services under the classification of Nursing Care Specialist I.
5. Authorize the DPH to fill one new FTE Intermediate Typist Clerk (ITC) position to provide support for the RHAP. This is in excess of what is provided for in the Department's staffing ordinance pursuant to Section 6.06.020 of the County Code, subject to allocation by the Chief Administrative Office (CAO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The Board's acceptance of the NGA is required by the CDHS in order for the Department to be reimbursed by the CDHS-RHS providing refugee services, and ensures the delivery of vital public health screening services to the refugee population.

FISCAL IMPACT/FINANCING:

The total program cost for RHAP is \$1,222,765 of which \$1,070,000 is offset by NCA funds from the CDHS-RHS with the remaining \$152,765 covered by In-kind County cost, comprised of personnel services for the period October 1, 2006 through September 30, 2007.

Funding for this program is included in DPH's Fiscal Year (FY) 2006-07 Final Budget and will be requested in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Since October 1, 1980, the County has received funding from the CDHS to support the RHAP, which provides public and personal health screening to various refugee populations who are newly arriving in the United States. The annual grant awards have been used to offset the cost of staff responsible for assessing, monitoring medical referrals, and providing communicable disease screening to refugees in Los Angeles County.

On October 14, 2003, the Board approved an NGA from CDHS in the amount of \$1,100,000 for RHAP services for the period of October 1, 2003 through September 30, 2004, and delegated authority to the Director of Health services, or his designee to accept NGAs for subsequent fiscal years from CDHS in an amount up to 1,375,000.

The Director exercised his delegated authority power approved by the Board to accept future NGAs from the CDHS for FFY 2004-05 and 2005-06.

On October 11, 2006, the Department received a letter from the CDHS-RHS informing the Department of the approved NCA in the amount of 1,070,000 for the RHAP.

The CDHS-RHS has approved the use of grant funds to support one FTE Immediate Typist Clerk position as part of the matrix of personnel items included in the grant application.

County Counsel has approved the NGA (Exhibit I) as to form.

Attachments A and B provide additional information. Attachment B is the Grant Management Statement form which the Board instructed all County departments to include in all board letters for grants exceeding \$100,000.

CONTRACTING PROCESS:


It is not appropriate to advertise CDHS grants on the Los Angeles County Online Web Site.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the NGA for the RHAP will continue to support and expand the current level of program services at various health clinics throughout the County for FY 2006-07 and subsequent years.

When approved, this Department requires four signed copies of the Board's action.

Respectfully submitted,



for Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

JEF:im

Attachments (4)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BLTR:CD4326
1/26/07

SUMMARY OF AGREEMENT

1. TYPE OF SERVICE:

The Refugee Health Assessment Program provides services to meet the public health needs of refugee populations residing in Los Angeles County.

2. AGENCY ADDRESS AND CONTACT PERSON:

California Department of Health Services
Office of County Health Services
Refugee Health Section
P.O. Box 997413, MS 5204
Sacramento, California 95899-7413
Attention: Laura Hardcastle, Section Chief
Contact: Beatrice Avis, Administrative Analyst
Telephone: (916) 319-9478 Facsimile: (916) 552-8260
E-mail address: bavis@dhs.ca.gov

3. TERM OF GRANT AGREEMENT

The Notice of Grant Award is effective October 1, 2006 through September 2007.

4. FINANCIAL INFORMATION:

The total program cost for RHAP is \$1,222,765 of which \$1,070,000 is offset by CDHS-RHS funds, the remaining \$152,765 represents In-kind County cost for the period of October 1, 2006 through September 30, 2007.

Funding for this program is included in the Fiscal Year 2006-07 Final Budget and will be requested in future fiscal years as needed.

5. GEOGRAPHIC AREA TO BE SERVED:

County-wide.

6. ACCOUNTABLE FOR MONITORING AND EVALUATION:

Jonathan E. Fielding, M.D., M.P.H.

7. APPROVALS:

Public Health Programs:	John F. Schunhoff, M.P.H., Acting Chief Deputy
Contract Administration:	Gary T. Izumi, Acting Division Chief
County Counsel (approval as to form)	Allison Morse, Deputy County Counsel

Los Angeles County Chief Administrative Office
Grant Management Statement for Grants Exceeding \$100,000

Department: Public Health – Refugee Health Assessment Program

Grant Project Title and Description
Refugee Health Assessment Program
Notice of Grant Award No. 06-70-9460-1

Funding Agency California Department of Health Services	Program (Fed. Grant #/State Bill or Code #) Notice of Grant Award No. 06-70-9460-1	Grant Acceptance Deadline
---	---	---------------------------

Total Amount of Grant Funding: \$1,070,000		County Match Requirements:
Grant Period: FY 2006-07	Begin Date: 10/01/2006	End Date: 09/30/2007
Number of Personnel Hired Under this Grant: 14	Full Time 14	Part Time 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐

Will all personnel hired for this program be placed on temporary "N" items? Yes ☒ No ☐

Is the County obligated to continue this program after the grant expires Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☐ No ☒

b). Identify other revenue sources Yes ☐ No ☒


(Describe)

c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant Yes ☒ No ☐

Impact of additional personnel on existing space: None

Other requirements not mentioned above: None

Department Head Signature



Date

1-25-07



State of California—Health and Human Services Agency
Department of Health Services

Exhibit I

SANDRA SHEWRY
Director

ARNOLD SCHWARZENEGGER
Governor

October 11, 2006

Jonathan E. Fielding, M.D., M.P.H.
Health Officer
Los Angeles County Health Department
313 North Figueroa Street, Room 806
Los Angeles, CA 90012

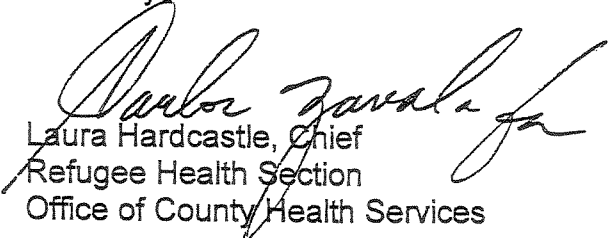
Dear Dr. Fielding:

**REFUGEE HEALTH ASSESSMENT PROGRAM GRANT – NUMBER 06-70-9460-1
AWARD AMOUNT: \$1,070,000 - FISCAL YEAR 2006-2007**

Your submitted Program Plan, Budget Summary and Justification for Los Angeles County's Refugee Health Assessment Program award of \$1,070,000 has been approved effective October 1, 2006 through September 30, 2007. Please retain this approval letter for your records and the enclosed copy of the approved Program Plan, Budget Summary and Justification for your records.

You must reference the above award number on all invoices and correspondence submitted to the California Department of Health Services, Refugee Health Section. If you should have any questions, please contact Beatrice Avis at (916) 319-9478 or at bavis@dhs.ca.gov.

Sincerely,


Laura Hardcastle, Chief
Refugee Health Section
Office of County Health Services

Enclosure

cc: See next page

Jonathan E. Fielding, M.D., M.P.H.

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October 11, 2006

cc: Annette Nitta, M.D.
TB Control Program Director
County of Los Angeles
2615 S. Grand Avenue, #507
Los Angeles, CA 90007

Stewart McMullen
County of Los Angeles TB Control Program
2615 S. Grand Avenue, #507
Los Angeles, CA 90007

April King-Todd, Nurse Manager
Los Angeles County Department of Health Services
Tuberculosis Control Branch
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

Socorro Kirk, P.H.N.
Refugee Coordinator
Los Angeles County Department of Health Services
Tuberculosis Control Branch
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

Michael Rodriguez
Assistant Staff Analyst for Health Services
Los Angeles County Department of Health Services
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

Carlos Zavala
Assistant Chief
California Department of Health Services
Refugee Health Section
MS 5204, P.O. Box 997413
Sacramento, CA 95899-7413

Joan Chang
Nurse Consultant III
Refugee Health Section
MS 5204, P.O. Box 997413
Sacramento, CA 95899-7413

Jonathan E. Fielding, M.D., M.P.H.
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October 11, 2006

cc: Beatrice Avis
Administrative Analyst
Refugee Health Section
MS 5204, P.O. Box 997413
Sacramento, CA 95899-7413

CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM

COVER PAGE

1. Agency Information:

Agency Name: Los Angeles County

Mailing Address: 2615 S. Grand Ave., Room 507

City: Los Angeles Zip Code: 90007 County: Los Angeles

Telephone: (213) 744-6160 Fax: (213) 749-0926

E-mail: skirk@ph.lacounty.gov

2. Grant Amount: \$ 1,070,000

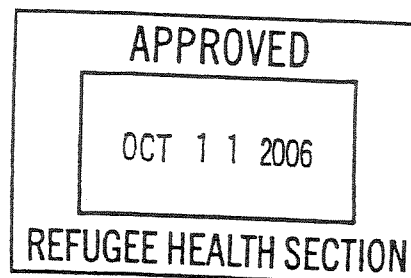
3. Grant Term: October 1, 2006 through September 30, 2007

4. Certification: I affirm that the information presented in this plan accurately reflects the current status of this project.

Original Signature: Socorro C Kirk 8-29-06
Refugee Health Assessment Program Date
Coordinator

Print Name and Title: Socorro Kirk, Program Specialist, PHN

Telephone: (213) 744-3352 Fax: (213) 749-0926



CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM

SUBMISSION CHECKLIST

Administrative Information

- ☒ Cover Page (Attachment A)
☒ Submission Checklist (Attachment B)
☒ Table of Contents (Attachment C)

Program Plan

A. Agency Information

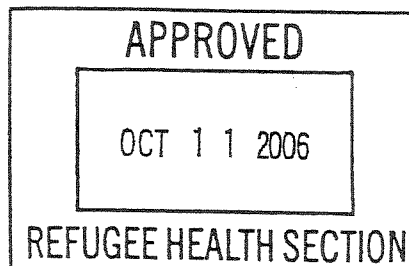
- ☒ Organization Chart
☒ Duty Statements

B. Program Information

- ☒ Community Profile
☒ Program Objectives Form (Attachment D)
☒ Comprehensive Health Assessment/RHEIS Agreement Form (Attachment E)
☒ Frequently Refused/Deferred Health Services Narrative (Attachment F)
☒ Additional Activities Narrative (Attachment G)
☒ Process Evaluation Plan (Attachment H)

Budget

- ☒ Budget
☒ Budget Justification
☒ In-Kind Support Form (Illustration 503/Attachment A, Section 5)



CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM

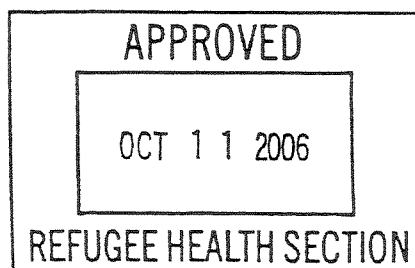
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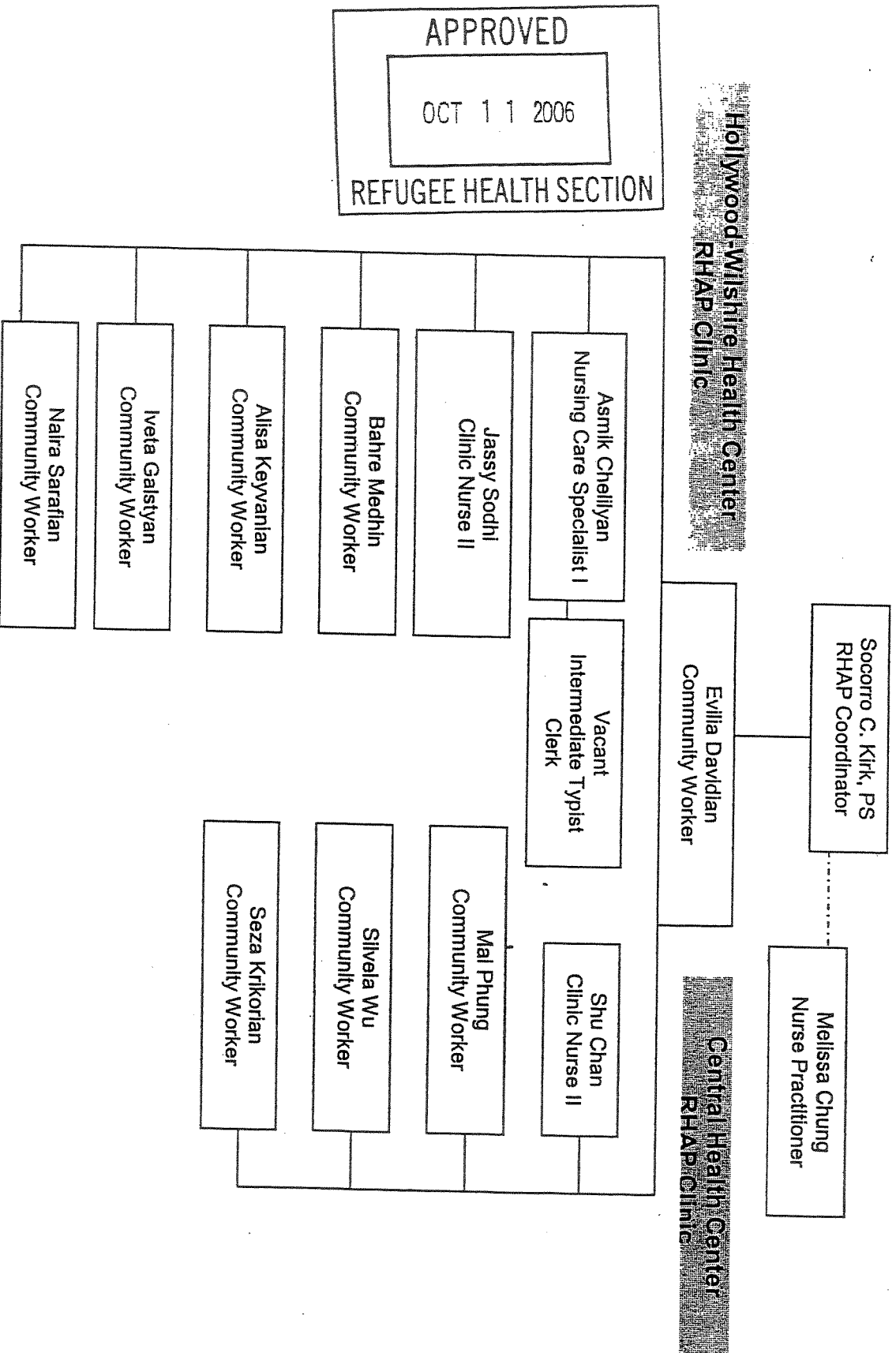
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LOS ANGELES COUNTY - REFUGEE HEALTH ASSESSMENT PROGRAM 2006-2007



NAME(S): Jusbinder Sodhi, RN
Shu Chan, RN

Percentage of Time: 100% Each

APPROVED

OCT 11 2006

POSITION: Clinic Nurse II (CNII)

DESCRIPTION/JUSTIFICATION:

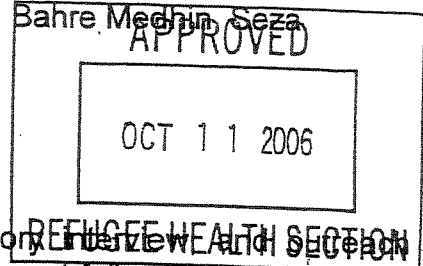
This position initiates the refugee health assessment and public health screening by reviewing the overseas and current health histories, assessing current immunization records and administering necessary immunizations, performing and reading tuberculin skin tests, and phlebotomy, reviewing laboratory results and reporting abnormal or critical results to Nurse Practitioner or designated Public Health Clinician. Conducts communicable disease and hepatitis B education and provides assistance to the Nurse Practitioner in following-up abnormal and critical laboratory and chest x-ray results. Functions as a clinic leader to the community workers and intermediate typist clerk on the team. This position reports directly to the RHAP Coordinator.

AREAS OF RESPONSIBILITY:

1. Performs public health screening and health assessments. Provides direct nursing care services according to the California Refugee Assessment Operational Guidelines. 25%
2. Provides counseling on the interpretation of health screening test results, and appropriate referral of refugees with diverse cultural and ethnic backgrounds, and provides appropriate educational materials. 10%
3. Functions as clinic leader to team members and ensures that program standards for public health screening and assessment of refugees are met, according to State and County guidelines. 10%
4. Prepares weekly clinic schedules and reports staffing needs. Consults with the Nursing Care Specialist or Coordinator regarding planning, clinic scheduling, problem solving, and delegation of work assignments. 10%
5. Ensures documentation of all services rendered according to program and department standards. 10%
6. Refers Class B and refugees with LTBI to district health centers for follow-up. 10%
7. Reviews laboratory results, routes abnormal and critical results to Nurse Practitioner or public health clinician for disposition. Uses nursing and/or language skills for appropriate referral / follow-up. 5%
8. Maintains logs, files and records as required by the program and the Department of Health Services Quality Assurance. 5%
9. Submits reports and statistics as required or requested. 5%
10. Attends monthly RHAP and general nursing meetings, mandatory or other pertinent training. 5%
11. May perform other duties as assigned. 5%

License: Registered Nurse issued by the California Board Of Registered Nursing, and a California Class "3" Driver's License are required.

NAMES: Evilia Davidian, Iveta Galstyan, Alisa Keyvanyan, Bahre Medhin, Seza Krikorian, Mai Phoung, Naira Sarafian, and Silvela Wu.



POSITION: Community Worker (CW)

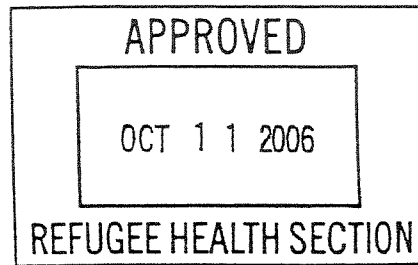
DESCRIPTION/JUSTIFICATION:

The position performs refugee identification, health history interview and section for health assessment management including broken appointment follow-up, health education for tuberculosis screening, and other communicable disease activities. The community worker conducts field visits for the purpose of locating refugees, and facilitates arranging health referral services and transportation to the clinic including follow-up home visits for non-adherent patients. The Community Workers are bilingual and provide interpretation services for RHAP clinic providers. This position reports directly to the RHAP Coordinator.

AREAS OF RESPONSIBILITY:

1. Obtains and records significant information on clients such as: arrival date, demographics, overseas medical exam, immunizations, tuberculosis, review of systems/current symptoms, known allergies/reactions, medical history, reproductive health, birth history-children ages 0-5, lifestyle assessment, and family violence prevention. 20%
2. Identifies refugees and provides outreach by telephone calls and home visits. Reviews notification forms, and documents activities. 10%
3. Performs selected procedures appropriate to level of training and enters information into the medical records (oral or rectal temperatures, pulse, respirations, blood pressure, collection of specimen, audio testing height and weight). 10%
4. Completes required laboratory and x-ray forms, collects and labels specimens as directed, and assists with health education. 10%
5. Assists clinic staff with interpretation and post counseling, utilizing multi-lingual and multi-cultural skills. 10%
6. Conducts telephone calls to follow-up on broken appointments, reinforces patient education, and arranges home visits on non-adherent patients. 10%
7. Prepares clinic work area by stocking appropriate equipment and forms, and assists in daily clinic clean up. Reviews documents for RHAP eligibility determination and assists clients in completing clinic forms. 5%
8. Facilitates communication by providing health resource information to the target population. 5%

- | | | |
|-----|--|----|
| 9. | Acts as a liaison resource between the two RHAP clinic teams and assigned voluntary agencies. | 5% |
| 10. | Performs data entry into the Refugee Health Electronic Information System (RHEIS) and Los Angeles County Refugee Database. | 5% |
| 11. | Attends monthly RHAP staff meetings and other mandatory educational training. | 5% |
| 12. | Performs other duties as assigned. | 5% |



NAME: Melissa Mhin-Kyung Chung

Percent of Time: 100%

POSITION: Nurse Practitioner (NP)

DESCRIPTION/JUSTIFICATION:

This position provides physical examinations, formulates diagnoses, and offers appropriate health care referrals and follow up for refugees. This position functions independently in the care and treatment of patients within the nurse practitioner scope of practice as agreed upon and defined by the Refugee Health Assessment Program (RHAP). This position consults with a physician and/or other specialized health resources whenever a case falls outside the scope authorized by policies and standardized protocols. This position reports directly to the TB Control Program Nurse Manager. The Refugee Coordinator provides technical guidance on RHAP guidelines and activities.

AREAS OF RESPONSIBILITY:

- | | | |
|----|--|-----|
| 1. | Performs physical examinations, including a review of all systems, screening for hearing, vision, dental, mental health problems and trauma history, orders, interprets and evaluates diagnostic tests and examinations, using established protocols for intervention and nursing diagnostics. | 40% |
| 2. | Verifies medical, family and personal history and evaluates currently used medications and alternative treatments. | 10% |
| 3. | Establishes and documents the health care plan and prognosis. Maintains records for review in evaluating the effectiveness of the plan. | 10% |
| 4. | Under the supervision of the assigned physician initiates drug therapy, and assumes responsibility for such therapy. | 10% |
| 5. | Evaluates high risk behavior and provides client-centered health education and referrals including HIV prevention counseling and testing. | 10% |
| 6. | Provides health service referrals to linguistically/culturally appropriate providers for refugees of diverse cultural and ethnic backgrounds. | 5% |
| 7. | Participates in the development of policy, RHAP clinic procedures and protocols. | 5% |
| 8. | Submits monthly reports, attends relevant conferences/meetings. | 5% |
| 9. | Attends monthly RHAP, mandatory meetings and other educational workshops, to maintain clinical practice. | 5% |

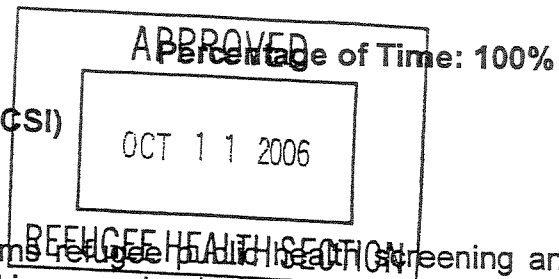
LICENSE: A license to practice as a Registered Nurse, a certificate to practice as a Nurse Practitioner issued by the California Board Of Registered Nursing, and a California Class "3" Driver's License are required.

APPROVED
OCT 11 2006

REFUGEE HEALTH SECTION

NAME: Asmik Cheliyan, RN

POSITION: Nursing Care Specialist I (NCSI)



DESCRIPTION/JUSTIFICATION:

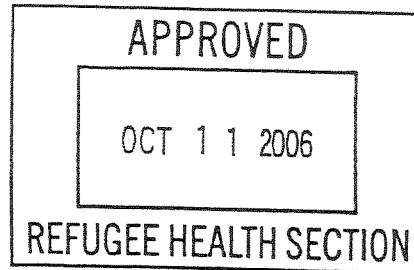
This position oversees the clinic flow, performs refugee public health screening and health assessments during vacancies, absences and increased arrivals to prevent backlog. This item administers necessary immunizations, tuberculin skin tests and conducts communicable disease and hepatitis B clinics, reviews laboratory results, and routes abnormal and critical results to the Nurse Practitioner or public health physician for disposition. This position provides technical guidance and training to refugee clinic staff regarding refugee health assessments. This position reports directly to the RHAP Coordinator.

AREAS OF RESPONSIBILITY:

1. Performs refugee health assessments and provides direct nursing care services according to the California Refugee Assessment Operational Guidelines. 20%
2. Provides counseling regarding the interpretation of health screening, test results, and follows-up on abnormal and critical laboratory results, and provides appropriate referrals and education to refugees of diverse cultural and ethnic backgrounds using the nursing process and skills. 15%
3. Reviews laboratory results, routes abnormal and critical results to Nurse Practitioner or public health physician for disposition. 10%
4. Reports to Coordinator any clinic operations or problems she observes or are communicated by clinic nurses to ensure that program standards for health assessment and follow-up are met, according to State and County guidelines. 5%
- Consults with the Program Specialist regarding planning, staff scheduling, delegation of work assignments and evaluation of outcomes. 5%
5. Ensures timely and accurate documentation of all refugee services rendered according to program and facility standards. 5%
6. Ensures reporting and disposition of Class A/B refugees by reviewing the district TB Patient Clinical Summary, laboratory and chest x-ray results. 5%
7. Reports to RHAP Coordinator any supplies and equipment needs to operate clinic. 5%
8. As an experienced RHAP clinic nurse, advises and provides technical guidance and training to personnel regarding the Refugee Health Assessment Program. 5%
9. Reports to Coordinator any staffing and disciplinary issues. 5%

10. Attends monthly RHAP and general nursing meetings, attends mandatory training, and other educational workshops needed to provide health services to refugees and licensure requirements. 5%
11. Performs other duties as assigned. 5%

License: A Registered Nurse license issued by the California Board Of Registered Nursing, and a California Class "3" Driver's License are required.



NAME: Socorro Kirk

Percentage of Time: 100%

POSITION: Program Specialist, PHN, RHAP Coordinator

DESCRIPTION/JUSTIFICATION:

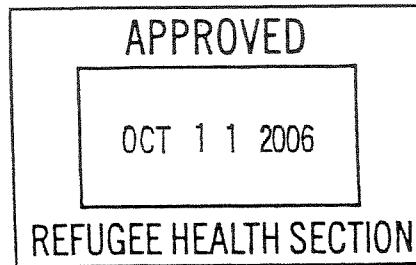
This position provides direction and coordination to the entire Refugee Health Assessment Program and ensures that refugee activities are managed in accordance with the Refugee Health State's guidelines and regulations. This position is accountable for the clinics' operation and service delivery of RHAP personnel. This position directly supervises the Nursing Care Specialist I, 2 Clinic Nurse II, 8 community workers, and the in-kind Health Educator Assistant. This position reports to the TB Control Program Nurse Manager.

AREAS OF RESPONSIBILITY:

1. Assures the RHAP two clinics operate according to State Refugee Health Program's policies and guidelines. Communicates objectives, plan and outcomes to RHAP staff. 20%
2. Reviews, assesses and coordinates all aspects of the RHAP daily clinics' operation, and monitors epidemiology data, to assure resources and services to the RHAP population. 20%
3. Provides direction to the Program by assigning and directing the work of all RHAP staff, making staffing changes in the two clinics as needed and directly supervising and guiding the staff, and writing their performance evaluations. 15%
4. Coordinates and consults with L.A. County Financial Management Contracts and Grants Division in the management of the Refugee Health Program budget preparation and provides appropriate justifications to the State and Los Angeles County Department of Health Services Public Health administration. 5%
5. Approves and submits requests for equipment and supplies and arranges for space and the necessary infrastructure to conduct refugee screening and follow-up clinics. 5%
7. Monitors educational and clinical development for assigned staff. 5%
8. Monitors and evaluates the level of services according to contract requirements in collaboration with the Los Angeles County Contracts and Grant Division 5%
9. Participates in monthly Volag collaborative meetings, and assists in writing and reviewing project proposals. Participates in quarterly Refugee Forum meetings to keep abreast of legislative and global issues affecting the refugee population. 5%
10. Coordinates program activities and services with the public, private and voluntary agencies at the National, State, and local levels. 5%

11. Plans and works with the RHAP staff and communicates with the State y to improve program objectives. 5%
12. Assists licensed personnel in assuring that the refugee program procedure manuals are current and updated. 5%
13. Conducts and prepares agendas for RHAP monthly meetings. Attends monthly general nursing meetings, nursing administrative, supervisory and quarterly TB general staff meetings, and other mandatory trainings. 5%

License: a Registered Nurse license and PHN certificate issued by the California Board of Registered Nursing,



APPROVED

OCT 11 2006

NAME: Vacant

Percentage of Time: 100%

POSITION: Intermediate Typist Clerk

REFUGEE HEALTH SECTION

DESCRIPTION/JUSTIFICATION:

This position is responsible for overseeing the arrival notification forms at the RHAP clinic site, including Class A (medical conditions) and Class B TB notifications. This ITC makes refugee clinic appointments, and maintains the clinic appointment logging system, assists with the refugee registration process, photocopying, filing and answering the telephone. This position enters data into the Refugee Health Electronic Information System RHEIS. This position reports directly to the Nursing Care Specialist I.

AREAS OF RESPONSIBILITY:

1. Receives notifications of arrivals at clinic site, and gives clinic appointments for screening from the notifications or requests from the Volags. 10%
2. Creates refugee files, verifies eligibility and initiates registration process. 15%
3. Inputs health assessment data into the State's RHEIS data system, in accordance with Refugee Health Assessment Program and State's guidelines. 25%
4. Maintains the appointment log system, and bimonthly informs Coordinator of appointment status. 5%
5. Photocopies the health assessment information data for each refugee. 10%
6. Files health assessment records in alphabetical and chronological order and maintains and organized filing system 10%
7. Assist staff in ordering clinic supplies, and reports equipment maintenance needs to Supervisor. 5%
8. Answers telephone, and directs calls appropriately, takes messages, provides directions and information to refugees and Volag agencies. 5%
9. Sends appropriate paperwork to public health clinics for follow-up as requested by nursing staff. 5%
10. Participates in monthly RHAP staff meetings, and other relevant and mandatory educational meetings as assigned. 5%
11. Performs other duties as assigned. 5%

AGENCY NAME: GRANT NUMBER: GRANT TERM	<div style="text-align: center; border: 1px solid black; padding: 5px;"> APPROVED </div>
	<div style="border: 1px solid black; padding: 2px;"> Los Angeles County Refugee Health Assessment Program </div>
	<div style="border: 1px solid black; padding: 2px;"> 06-70-9460-1 </div>

REFUGEE HEALTH SECTION
October 1, 2006 through September 30, 2007

COMMUNITY PROFILE

Los Angeles County (LAC) is the largest urban area on the Pacific Coast and the second largest standard metropolitan statistical area in the United States (US). It covers an area of over 4,000 square miles, includes 88 incorporated cities, two islands, and has an estimated total population of 10 million people, per the U. S. Census Bureau. At least 82 languages are officially recognized. It has one of the largest health care systems in the US. LAC is divided into eight geographic regions which are the Service Planning Areas (SPAs) with approximately 1.2 million persons per SPA. In July 2006, the LAC Department of Health Services separated from Personal Health. The Refugee Health Assessment Program (RHAP) remains under the new Department of Public Health, under the administrative umbrella of the LAC Tuberculosis Control (TBC) Program.

The RHAP administrative office is located at LAC TB Control Program. The LAC RHAP has provided health care services to refugees since 1980. The RHAP screening teams are based at two centrally located Los Angeles County Public Health Centers (Central and Hollywood-Wilshire) located in SPA 4. The teams are responsible for providing the newly arrived refugees a public health screening, nursing health assessment and physical examination by a Nurse Practitioner. The Central Health Center RHAP was closed for earthquake retro-fitting from September 2005 to May 2006. The RHAP and equipment was temporarily co-located with the RHAP team at Hollywood Wilshire Health Center to continue providing health services to as many refugees as possible.

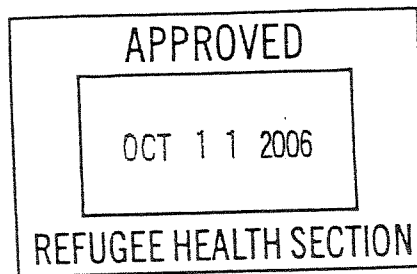
From October 2004 through September 2005 there were 3,000+ refugee arrivals to LAC. From October 1, 2005 to August 2006, there have been at least 2,600 arrivals and it is expected to possibly again reach 3,000.

The trend of Chinese asylee arrivals to LAC has continued from the previous years, and has been consistent since December 2003, similar to the refugees from countries such as Armenia, Iran, Vietnam, Cuba, and India. The LAC RHAP hired a Cantonese-Mandarin speaking nurse to provide linguistic as well as culturally sensitive health services to the Chinese asylees. The Chinese asylees have been resettling in SPA 3 and 4 of LAC. In 2005, there were 55 Chinese foreign born TB cases reported by TB Control for the year 2004. It is critical that this population is at least provided the public health screening that includes TB testing. The clinic nurses play a key role in providing a complete public health screening that ultimately may prevent the spread of communicable diseases and identifying other health problems such as diabetes, hypertension, and referring those for further medical assessment.

AGENCY NAME: Los Angeles County Refugee Health Assessment Program
GRANT NUMBER: 06-70-9460-1
GRANT TERM October 1, 2006 through September 30, 2007

LAC RHAP has 12-13 public health screening and physical examination sessions per week. Hiring of an ITC by October 2006 will help expedite the registration and data entry process.

The LAC RHAP receives refugees from over 20 countries annually. The refugees reside in various areas within Los Angeles County and access mostly private sector medical services, however, the refugees are also referred to LAC Personal health care system if no medical provider has been identified and they have a health condition needing follow-up.



**California Department of Health Services, Refugee Health Section
Refugee Health Assessment Program**

ATTACHMENT D

PROGRAM OBJECTIVES FORM

Grant Number: 06-70-9460-1
Agency Name: Los Angeles County

Grant Term: 10/1/06-09/30/07

Target Population Range to Be Served	Program Objectives*	Staff Assigned
2,700 refugees, and secondary migrants primarily originating from China, Iran, Armenia, Russia & Ukraine	Objective 1: Through 09/30/2007, ensure that 90% of all officially arriving refugees in <u>Los Angeles County</u> , including identified secondary migrants, are contacted within 30 days of arrival, so they may be scheduled for health assessment services.	CNILs, NCSI, CWs, ITC, PS
	Objective 2: Through 09/30/2007, ensure the start of health assessments to at least 90% of new officially arriving refugees in <u>Los Angeles County</u> , including identified secondary migrants, within 30 days of arrival to California.	CNIL, NCSI, CWs, ITC, PS
	Objective 3: Through 09/30/2007, assess immunization status 95% of children and adults who have started the health assessment according to the Requirements for Routine Vaccination of Adjustment of Status Applicants.	CNIL, NCSI, CWs, ITC
	Objective 4: Through 09/30/2007, refer 95% of the officially arriving refugees in <u>Los Angeles County</u> including identified secondary migrants, identified as needing further scheduled immunizations.	CNILs, NCSI, CW, ITC
	Objective 5: Through 09/30/2007, refer 90% of the officially arriving refugees in <u>Los Angeles County</u> including identified secondary migrants, for follow-up services for identified clinical findings to primary care, HMO's, private medical doctors, or other health care providers.	CNIL, NCSI, CWs, ITC

APPROVED

OCT 11 2006

REFUGEE HEALTH SECTION

PROGRAM OBJECTIVES FORM

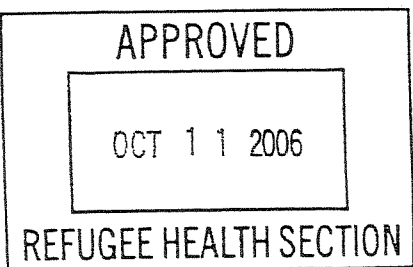
Grant Number: 06-70-9460-1
Agency Name: Los Angeles County

Grant Term: 10/1/06-09/30/07

Target Population Range to Be Served	Program Objectives*	Staff Assigned
	Objective 6: Through 09/30/2007, ensure that 95% of arrivals with a positive TST or QFT will be evaluated for TB infection or disease and be classified according to the American Thoracic Society (ATS) guidelines.	CNIIIs, NCSI, CWS, ITC, PS
	Objective 7: Through 09/30/2007, ensure that 80 % of officially arriving refugees in Los Angeles County, including identified secondary migrants identified with LTBI are recommended to commence latent tuberculosis infection treatment.	CNIIIs, NCSI, CWS, ITC, PS
	Objective 8: Through 09/30/2007, ensure that 75% of arrivals in Los Angeles County commencing LTBI treatment will complete the recommended course of therapy.	NCS, NCSI, CWS, ITC, PS
	Objective 9: Through 09/30/2007, ensure that 95% of arrivals that start the health assessment will complete the public health screening component of the assessment within 90 days.	NCSI, CNIIIs, CWS, ITC, PS
	Objective 10: Through 09/30/2007, ensure that 80% of arrivals who start the health assessment will complete the assessment, including public health screening and physical exam, within 90 days.	NCSI, CNIIIs, CWS, ITC, PS

Key:

CW: Community Worker
CNII: Clinic Nurse II
ITC: Intermediate Typist Clerk
NCSI: Nursing Care Specialist I
PS: RHAP Coordinator, Program Specialist



California Department of Health Services
Refugee Health Section
Refugee Health Assessment Program

COMPREHENSIVE HEALTH ASSESSMENT/RHEIS AGREEMENT FORM

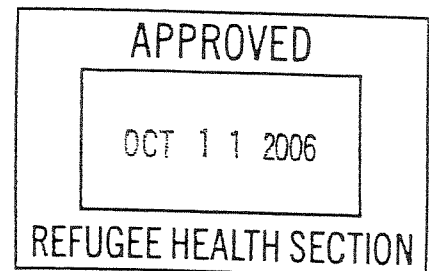
Agency Name: Los Angeles County

Grant Term: 10/1/06-9/30/07

Grant Number: 06-70-9460-01

Grantees shall provide the following program services as part of the Comprehensive Refugee Health Assessment and RHEIS data entry. The services include:

1. Provide and review arrival data to include jurisdiction, Volag, refugee status, notification date and verification of I-94.
2. Provide and review demographic information to include race, country of birth and residing country prior to US that includes length of stay.
3. Provide and review overseas medical exam and DS 2053 (Formerly OF- 157), Class A or B conditions and results of overseas chest x-ray.
4. Review of immunization status and provide documentation that pediatric and adult immunizations are updated (as applicable) to include DPT, Td, Hib, Polio, Hepatitis A and B, MMR, Varicella, Pneumococcal and Influenza.
5. Tuberculosis screening (TST), CXR (if indicated) and B waiver management according to established protocol.
6. Screening for anemia to include a CBC (age 9 months and up).
7. Serum lead (age 12 months to <6 years).
8. Serum creatinine (if applicable).
9. Serum glucose (if applicable).
10. Urine dipstick (ages 4 and up) to include blood, glucose, protein and leukocytes.
11. Urine pregnancy (childbearing age).
12. Hepatitis Screening Panel for Hepatitis B and C (to include Anti-HBc, HbsAG and Anti-HCV).
13. Testing for syphilis, RPR, for age 12 and over.
14. Stool for ova and parasites (2 samples).
15. Stool for hemocult (if applicable).
16. Mammogram (if applicable, referral service provided).



California Department of Health Services
Refugee Health Section
Refugee Health Assessment Program

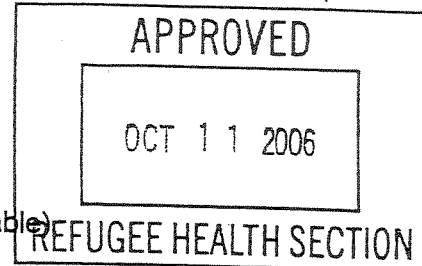
ATTACHMENT E

COMPREHENSIVE HEALTH ASSESSMENT/RHEIS AGREEMENT FORM

Agency Name: Los Angeles County

Grant Number: 06-70-9460-01

Grant Term: 10/1/06-9/30/07



17. Other lab tests/screenings as applicable.
18. Pap smear (if applicable, referral service provided).
19. Provide diagnoses by listing ICD 9 or ICD 10 codes (if available).
20. Provide referrals for communicable diseases (hepatitis, HIV, TB, STD's, others) and for other identified health conditions.
21. Provide complete Review of Systems and current symptoms.
22. Screen for high-risk behaviors and provide appropriate health education and materials, if available.
23. Provide domestic violence prevention education.
24. Assess for mental health, emotional and trauma issues.
25. Perform a comprehensive Physical Examination that includes vital signs, vision and hearing screening along with complete head to toe examination. Genital /pelvic /rectal exams for both males and females will be offered.
26. Enter data into RHEIS per data entry timelines defined in RHEIS Policy Letter 02-02.

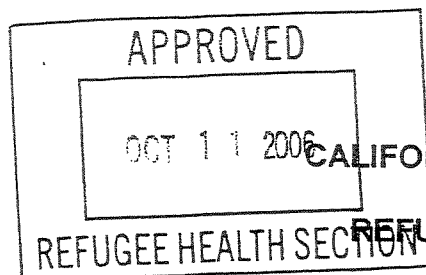
Certification: I certify that the Refugee Health Assessment Program in Los Angeles County, Los Angeles will provide the services listed in items 1-26 to refugees, asylees, parolees, and victims of trafficking during federal FY 2006-2007. In addition, the information collected during the comprehensive refugee health assessment will be documented on the DHS 8418A or on the Grantees health assessment form and entered into RHEIS per timelines defined in RHEIS Policy Letter 02-02.

Original Signature:
(Refugee Health
Assessment Program
Coordinator)

Socorro Kirk

Print Name and Title: Socorro Kirk, Program Specialist, PHN

Date: 8-29-06



CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM

Frequently Refused/Deferred Health Services Narrative

Agency Name: Los Angeles County
Grant Number: 06-70-9460-01
Grant Term: October 1, 2006—September 30, 2007

Directions: If your program experiences a high frequency of refugee refusal or clinician deferral for any individual service component that is part of the health assessment scope of services, (such as woman's pap smears and mammograms, male testicular and prostate examinations, mental health and trauma/torture assessment), address the barriers/challenges and solutions to achieve more success in all frequently refused/deferred service component areas. Describe the actions taken by your RHAP to address each area, such as workshops, brochures, utilizing key ethnic community leaders and training in order to move forward with more successful implementation of these services. Also, discuss whether such strategies can be replicated in other counties.

Type of health service frequently refused/deferred

Pelvic and rectal exams are frequently refused, and Pap Smears deferred due to menses or refused.

Barriers/Challenges to provide this service

Providing Pap Smear screening:

- (1) Some refugees from Iran, China, Russia, and Armenia already had recent pelvic exam.
- (2) Some patients refuse pelvic exam without Pap smear.
- (3) Public Health has officially separated from the Department of Health Services . LAC RHAP Public Health needs to re-visit this issue and find a way to budget the provision of Pap Smears and interpretation. This activity is not part of the public health budget. The Pap smear slides are interpreted by a county contracted vendor that requires a billing account to be established.

Solution(s)/ Action Plan/Steps to provide this service

- The RHAP staff provides educational counseling to prepare refugees for complete physical examination, including the rectal and pelvic examination.
- The nurse practitioner re-enforces the education by utilizing pictures of the genital and rectal anatomy to explain the process and the importance of the genital and rectal examination such as cancer prevention and screening.
- Catholic Charities of Los Angeles will be requesting a grant from the State to collaborate with LAC to find out if the refugees referred for pap smears

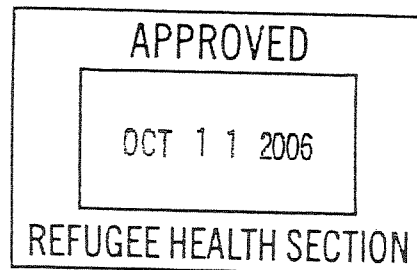
and mammograms followed-up with referrals. Depending on the findings/data, population based education will be reinforced in the importance of Cancer screening.

- RHAP utilizes appropriate gender and language interpreters as much as possible to provide privacy, comfort, and increase acceptance of the genital and rectal examinations.
- All women meeting the criteria for Pap Smears and mammograms are referred and given the toll-free number of the women's health to locate free Pap smear with provider in their area of residence.

How to replicate this approach in another county

Discuss program needs or concerns with the State Refugee consultant, and LAC Department of Public Health.

It is essential to meet with local voluntary agencies regularly to build rapport and supportive networking environment. The LAC RHAP continues to participate in monthly VOLAGs and Refugee Forum meetings to communicate and collaborate in the education and ways to improve the health of the refugee population.



CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM

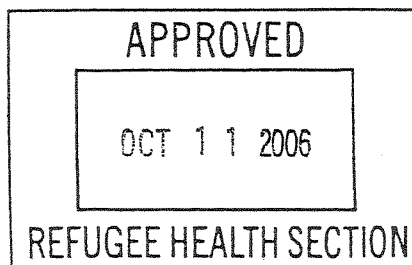
Additional Activities Narrative

Agency Name: Los Angeles County Refugee Health Assessment
Program
Grant Number: 06-70-9460-01
Grant Term: October 1, 2006—September 30, 2007

Directions: If your program elects to provide additional activities/services for the newly arriving or long-term refugee populations in your local area, briefly describe these proposed activities/services below. If your program does not elect to provide additional activities/services, indicate "None proposed" below.

LAC RHAP plans to collaborate with Catholic Charities in a proposed project to the State for the next funding period beginning 10-01-06, to provide follow-up services, outreach, education and evaluation.

Those asylees calling the RHAP clinic for appointments for health assessment or immunization for school entrance and are not given appointments to be seen in clinic due to backlog and no longer meeting the 90 day criteria for RHAP will be referred to public health and LAC DHS clinics for the immunizations only. A list of public health clinics and hours for immunizations were distributed to Volags to inform the refugees. In addition, lists of County Personal Health Centers and hospitals, CBOs and free clinics were given to the DPSS coordinator.



**CALIFORNIA DEPARTMENT OF HEALTH SERVICES
REFUGEE HEALTH SECTION
REFUGEE HEALTH ASSESSMENT PROGRAM**

Process Evaluation Plan

Agency Name: Los Angeles County

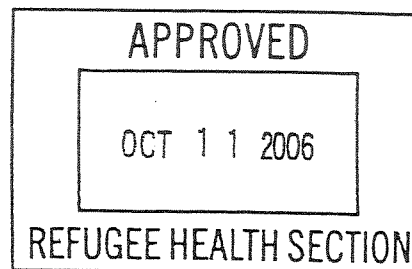
Grant Number: 06-70-9460-1

Grant Term: October 1, 2006—September 30, 2007

Activities	Staff Assigned
1. Quarterly review of randomly selected health assessment records against RHEIS to ensure accuracy of data entry.	NCSI, CW
2. Quarterly data review to compare arrival information data in RHEIS against LA County Refugee Database.	PS, NCSI
3. Monthly meeting with CCLA Refugee/Immigrant program manager to confer about referral process, problems, and outcome.	PS
4. Maintain patient referral log, follow-up telephone calls, on broken appointments.	CW
5. Quarterly review of epidemiological data on: the number of patients entering Los Angeles County; country of origin and ethnicity to ensure language skills are available.	PS
6. Quarterly review of health educational material to assure material is current and in language of refugee.	NCSI, NP
7. Quarterly number of refugees entering Los Angeles County; number contacted, provided appointments, and the reasons why any were not contacted.	PS, NCSI
8. Refer all tuberculosis suspects (Class B Aliens) for timely follow-up by Department of Public Health District PHNs.	CNII, NCSI
9. Monthly maintenance of LTBI treatment referral log for refugees referred to Public Health for Class V and LTBI therapy.	NCSI
10. Identify health trends in refugee population	PS

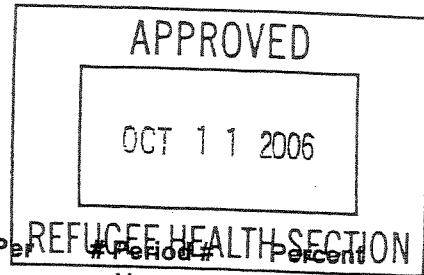
Key:

CNII: Clinic Nurse II
NCSI: Nursing Care Specialist I
NP: Nurse Practitioner
CW: Community Worker
PS: Program Specialist, PHN



BUDGET SUMMARY

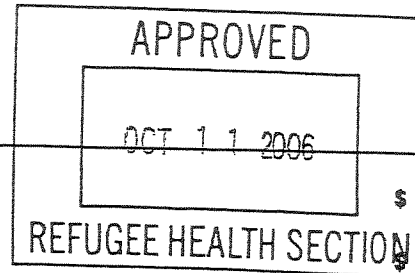
Agency Name: Los Angeles County
 Grant Number: 06-70-9460-1
 Grant Term: October 1, 2006 to September 30, 2007
 Fiscal Year: 2006 - 2007



REFUGEE HEALTH SECTION					
No.	1. PERSONNEL	Salary Per period/hour	# Periods Hours	Percent Time	Approved Budget
1	Program Specialist, PHN	\$ 7,204.35	12	100%	\$ 86,452
1	Nurse Practitioner	\$ 7,420.78	12	100%	\$ 89,049
1	Nursing Care Specialist I	\$ 6,077.62	12	100%	\$ 72,931
1	Clinic Nurse II	\$ 5,630.12	12	100%	\$ 67,561
1	Clinic Nurse II	\$ 5,547.96	12	100%	\$ 66,576
8	Community Worker	\$ 3,028.85	96	100%	\$ 290,770
1	Intermediate Typist Clerk	\$ 2,728.78	12	100%	\$ 32,745
14	TOTAL PERSONNEL SERVICES				\$ 706,085
#FTE	2. FRINGE BENEFITS	Rate			
14	Employee Benefits (excluding wage employees)	47.4026%			\$ 334,703
			Months	# FTE	
12	Bilingual Bonus @\$100 X 12 Months X # FTE	\$ 100.00	12	12	\$ 14,400
4	Nurse Retention Bonus @\$110 X 12 Months X # FTE	\$ 110.00	12	3	\$ 3,960
	TOTAL FRINGE BENEFITS				\$ 353,063
	3. OPERATING EXPENSES				
	Training	\$ 150.00	X	0	\$ -
	Office/Medical Supplies	\$ 5,000.00	X	1	\$ 5,000
	Cellular Telephones	\$ 300.00	X	3	\$ 900
	TOTAL OPERATING EXPENSES				\$ 5,900
	4. EQUIPMENT				\$ -
	5. TRAVEL				
	California TB Controller's Conference	\$ 150.00	1	\$ 150	\$ 150
	Annual California Refugee Health Meeting	\$ 500.00	3	\$ 1,500	\$ 1,500
	Other Refugee Health Program Meetings	Various	2	\$ -	\$ -
	TOTAL TRAVEL				\$ 1,650
	6. SUBCONTRACTS				\$ -
	7. OTHER COSTS				
	Mileage: Within Jurisdiction	\$ 0.41	6,102	\$ 2,502	\$ 2,502
	Parking: Various parking rates	Various		\$ 800	\$ 800
	TOTAL OTHER COSTS				\$ 3,302
	TOTAL BUDGET				\$ 1,070,000

REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET JUSTIFICATION

Agency Name: Los Angeles County
Grant Number: 06-70-9460-1
Grant Term: October 1, 2006 to September 30, 2007
Fiscal Year: 2006 - 2007



1. PERSONNEL

Program Specialist, PHN

This position directs and coordinates the Refugee Health Assessment Program and assures that all clinics' services are provided in compliance with the Operational guidelines of the CDHS Refugee Health Section and the Federal Office of Refugee Resettlement. This position prepares required reports and budget. This position collaborates with voluntary and other agencies to identify health issues barriers and possible solutions in providing health and other services to the refugee population and reports significant findings to CDHS. This position functions as the RHAP Coordinator and reports to the TB Control Program Nurse Manager.

\$ 706,085
86,452

Nurse Practitioner

This position performs physical examinations, formulate diagnoses, and offers appropriate health care referrals and follow-up for refugees. This position functions independently in the care and treatment of patients within the scope of practice as agreed upon and defined by RHAP. This position consults with onsite public health physicians, and other specialized health resources whenever a case falls outside the scope authorized by policies and protocols. This position consults as needed with a TB Control physician. The Refugee Coordinator provides technical guidance on RHAP activities. This position reports to the TB Control Program Nurse Manager who provides direction on nursing practice related issues.

\$ 89,049

Nursing Care Specialist I

This position is responsible for providing technical guidance to the two clinic nurses and one intermediate typist clerk. This position assists clinic nurses with the abnormal and critical laboratory results, follow up and referrals. This position provides health assessment and public screenings as necessary to reduce backlog. This nurse reviews proper disposition of Class A and B refugee referrals, and provides back up during clinic nurse absences. This position supervises one clerk and reports to the RHAP Coordinator/Program Specialist.

\$ 72,931

Clinic Nurse II

This position conducts public health screenings and health assessments, identifies health problems, and provides referrals, counseling and education. The nurse reviews overseas medical reports and takes medical and psychosocial histories. This position assesses immunization status and immunizes accordingly, draws blood, applies and reads TB skin tests, and reviews and follows up abnormal and critical laboratory results. This position reports to the RHAP Coordinator/Program Specialist.

#

Clinic Nurse II

This position conducts public health screenings and health assessments, identifies health problems, and provides referrals, counseling and education. The nurse reviews overseas medical reports and takes medical and psychosocial histories. This position assesses immunization status and immunizes accordingly, draws blood, applies and reads TB skin tests, and reviews and follows up abnormal and critical laboratory results. This position reports to the RHAP Coordinator/Program Specialist.

\$ 66,576

Community Worker

These positions perform refugee identification, health history interview, and outreach for health assessment follow-up, health education for tuberculosis screening, and other communicable disease activities. The community workers conduct field visits for the purpose of locating refugees, and facilitates arranging health referral services and transportation to the clinic including follow-up home visits for non-adherent patients. The community workers are bilingual and provide interpretation services for health care providers. These positions report directly to RHAP Coordinator/Program Specialist.

\$ 290,770

Intermediate Typist Clerk

This position performs clerical duties that include overseeing the refugee arrival notification forms at the RHAP clinic site, including Class A and B notification reports. This position makes refugee clinic appointments and maintains the RHAP appointment system, assists with registration process ensuring the refugees meet criteria for health assessment. This item enters data into the Refugee Health Electronic Information System, answers the telephone, photocopies and files refugee health assessment records. This position reports to the Nursing Care Specialist I.

\$ 32,745

REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET JUSTIFICATION

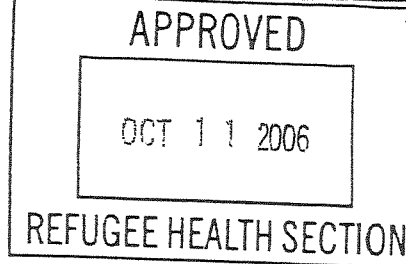
Agency Name: Los Angeles County
Grant Number: 06-70-9460-1
Grant Term: October 1, 2006 to September 30, 2007
Fiscal Year: 2006 - 2007

2. FRINGE BENEFITS

Employee Benefits (excluding wage employees)
Calculated at 47.4026% of salaries

Bilingual Bonus @\$100 X 12 Months X # FTE
Calculated at \$100 X 12 Months X 11 FTE

Nurse Retention Bonus @\$110 X 12 Months X # FTE
Calculated at \$110 X 12 Months X 5 FTE



\$	353,063
\$	334,703
\$	14,400
\$	3,960

3. OPERATING EXPENSES

Training

These funds will compensate for the costs of training and registration fees related to refugee staff attendance of essential meetings (listed under Travel, below). These funds will also be used to pay annual membership dues for state and local Refugee Health Forums.

Office/Medical Supplies

These funds will be used to purchase supplies required for the day-to-day operation of the program such as paper goods, pens, pencils, printer cartridges, computer related supplies, syringes, INH medication, ova & parasite medications and laminating pouches.

Cellular Telephones

These funds will be used to provide staff with mobile communications while conducting project related activities.

\$	5,900
\$	-
\$	5,000
\$	900

4. EQUIPMENT

\$	-
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5. TRAVEL

These funds will be used for reimbursement of travel expenses for licensed staff to attend the state's annual Refugee Health Meeting, and the California TB Controller's Conference.

\$	1,650
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6. SUBCONTRACTS

\$	-
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7. OTHER COSTS

Transportation - The funds are to reimburse staff for work-related travel and parking expenses. These costs are incurred by the Community Worker and nursing staff to facilitate assessment and to follow-up broken appointments as necessary. The current state mileage rate is \$.41/mile.

Mileage: Within Jurisdiction

To compensate for work related automobile travel at current state mileage rate.

Parking: Various parking rates

To reimburse for work related automobile parking at various parking lot rates.

\$	3,302
\$	2,502
\$	800

<hr/>	
TOTAL BUDGET	\$ 1,070,000

REFUGEE HEALTH ASSESSMENT PROGRAM IN-KIND SUPPORT (13%)

Agency Name: Los Angeles County

Grant Number: 06-70-9460-1

Grant Term: October 1, 2006 to September 30, 2007

Fiscal Year: 2006 - 2007

In-Kind Support	Percent of Time	Estimated Amount
1. PERSONNEL		
Chief Physician - TBC-administration	10%	\$ 10,800
Physician Specialists - TBC	5%	\$ 5,200
Physician Specialists - Public Health-NP consultation	10%	\$ 10,400
Nurse Manager - TBC	20%	\$ 19,752
Program Specialist - TBC-vacation coverage	5%	\$ 4,938
Information Systems Analyst II - TBC	7%	\$ 4,459
Health Education Assistant - TBC-No direct pt. care	15%	\$ 6,291
Health Education Assistant - Refugee clinic	100%	\$ 41,943
Senior Public Health Advisor	15%	\$ 15,899
Assistant Staff Analyst	35%	\$ 24,176
Student Professional Worker	30%	\$ 4,892
Procurement Assistant I	10%	\$ 4,015
TOTAL ESTIMATED IN-KIND SUPPORT		\$ 141,965

Note: Chief Physician \$10,800 not captured in formula.

\$ 10,800

\$141,965

Total

\$152,765

